

**Central Coventry Fire District
Board of Directors Monthly Meeting
June 21, 2011 – 7:00 pm
240 Arnold Road**

Minutes

1. Call to Order – 7:00 p.m.

2. Roll Call

President: Girard Bouchard Jr.

Vice President: Joe Bonn

**Directors: – Bob Crowe – Linda Giguere – Ronald Gizzarelli -Anna
Mae Lapinski, Armond Niquette**

Treasurer: Tom Lacolle

Tax Collector: Jeanne Graemiger

Clerk: Christine Moniz

Chief : Robert W. Seltzer

Asst. Chief – Scott Tucker

Union President Dave Gorman

**Not Present: President Bouchard Jr., Director Lapinski, Director
Niquette, Asst. Chief Scott Tucker, Tax Collector Jeanne Graemiger**

3. Approval of Minutes of the previous Board of Directors Meeting – 05/17/2011

Motion to Approve: Director Gizzarelli did not finish reading the minutes and it was moved to vote on the May minutes at the July 19, 2011 meeting.

All Vote Aye

4. Communications - VP Joe Bonn read aloud the letter sent by President Gorman under communications to request that the board start negotiations with the Firefighters Union Local 3372 under section 28-9.1-6 obligation to bargain. The President of the Board signed for the letter from the union that they sent to the District on June 5th the board has ten days to respond. The Board President will need to appoint a committee. The meeting qualifies as notification to the Union that they are in receipt of the letter. The Board and the Union agreed to extend the time to appoint.

A letter from Loraine was attached to the packet this information is on hold until the next Board meeting. The Board would also like to invite Loraine to the next Board Meeting. The Board will meet in executive session to discuss the letter Motion made by Director Crowe to table to next meeting and set up an executive session to meet with Loraine the Motion was then 2nd by Director Giguere.

Director Gizzarelli would like to see if we could have a special meeting in closed session for Lorraine to discuss her position here with the CCFD sooner being aware she no longer has a job he was concerned about her wellbeing and finances. Director Gizzarelli wanted to know if this request should be made in the form of a motion. The Chief feels we should set up a date and send a letter out to Loraine to see if she can attend. Director Crowe suggested the 2nd Tuesday in the month that would be July 12, 2011. The Board agreed to set up a meeting.

5. Old Business - Director Crowe wanted to know if the district filed suit against the health center the Chief was not certain if we filed suit yet the President was not here so we do not know what happened with the meeting. Director Crowe also wanted to know how we made out with the agreements on Harris Mills and another tax payer. The Chief stated we received payment for both. Director Crowe inquired about the position of Battalion Chief and if we are going to fill the position while BC Murray is out on OJI. The Chief stated at this time we do not have the funding to move a Captain into the position. We would create more overtime.

6. Presidents Report – no report

7. Chiefs report - Personnel – BC Murray and Lt. Leveillee are out on work related injuries.

List of actions we are taking to reduce costs for the remainder of the fiscal year no unnecessary spending, no collateral duty, no officer meetings, no college education reimbursements, the union gave up holiday pay and also agreed on splitting up the clothing allowance.

Proposal for the Board to vote on – Attached is a letter that I drafted to send out to delinquent taxpayers. It is a reminder for those to catch up on this year's taxes and to generate collections before the last quarter. This will be ACTION ITEM (1)

Cash flow projection from the Treasurer along with a list of actions that can be taken to ensure we have the money to meet payroll. This will be ACTION ITEM (2)

Motion to Approve Chief's Report: Director Giguere Seconded: Director Gizzarelli and VP Bonn

All Vote Aye

Vote on Action Item One – have the clerk at the Fire Department send out a reminder letter to expedite collections. Motion to approve the letter made by Director Crowe Seconded by Director Gizzarelli

All Vote Aye

Action Item Two- was incorporated into the Treasurers report to hold off on some of the major bills to ensure payroll is covered. Action Item Two was discussed further under the treasurers and voted on.

8. Treasurer's Report - Overtime pay is over budget. The overtime is running about \$11,000.00 per week. The treasurer went over the numbers and the obligations that we have for payment. Potential collections are based on last year's numbers. The Treasurer feels we will be in a deficit and that we will owe \$800,000 by the end of June.

Director Crowe went over our expenses to see what we have to carry to finish the fiscal year. Director Gizzarelli wants to set up a budget review committee. Director Crowe is looking to get rid minimum manning and he wants to close Hill Farm and would like to run the rescue from another fire station.

Joe Bonn suggested that we hold off on not paying the electric bill and also not pay the hydrant. Director Crowe would like to have an attorney on the board.

Director Crowe still wants to reduce the minimum manning. The treasurer and Director Crowe feel that the manning is what has put us in a deficit. Treasurer Lacolle agreed with Director Crowe.

The Chief asked where would you like to be in the budget he has a few ideas to get there. The Chief would like to go after the past due taxes.

The treasurer went over each budget and we have come close to collecting the estimated taxes and in this year will be about 450,000. We will pay the electric bills late and also the hydrant taxes late so we can pay out the payroll. The board will hold off on paying the electric

and hydrants to cover payroll. Director Crowe does not feel comfortable holding back on the payment of street lights but we will have to do it.

The board discussed raising the taxes.

The treasurer would like to get permission to maybe turn the line of credit into a term loan and we can budget it into the next fiscal year. A request was made to the board so we can have the option. The treasurer would like to increase the tax rate. The VP asked how soon can we get information on the options of changing the terms. The treasurer will have to work on it. The Chief would like to pay it down by January. Also discussed under the treasures report was to potential increase in collections by having Loraine back to work on setting up the automobile tax base and work on collecting the \$225,000. This will be discussed further at the July 12, 2011 meeting.

Motion to Approve: Director Gizzarelli Seconded: Director Crowe
All Vote Aye

9. Tax Collector's Report –Tax Collector was on vacation report attached to the packet presented. The Treasurer read aloud the report.

Motion to approve tax collectors report: VP Bonn Seconded:
Director Gizzarelli

All Vote Aye

Director Gizzarelli would like to see a trend on collections.

10. New Business – Chief suggested that the next Board meeting start with the Budget Workshop for 2011-2012

11. Introduction of new business- None

12. Good and Welfare – Director Gizzarelli inquired why we do not respond first to certain areas of Center of New England Blvd. The Chief explained the shopping plaza is in different districts and first due is based on the district the store resides.

15. Motion made to adjourn 8:46 p.m. By Director Giguere Seconded by Director Crowe

All Vote Aye